

## Initial Individual Service Plan Youth and Family Involvement

This document may be used as a <u>quide to assist the Family Care Coordinator in explaining the Initial Individual Service Plan development process</u> to the youth and family, what their roles will be, and what supports they wish to receive to fulfill those roles.

The youth and family will be asked to work with the Family Care Coordinator to complete some sections of the ISP document prior to the meeting. These will include:

- Demographics
- Rights and responsibilities (Review and answer questions)
- Medical Information
- Medications
- Identify family vision
- Strengths and preferences within life domains (This should also be reflected in assessments and evaluations completed by each member of the Family Care Team.)
- Talk about preferences related to the focus of services and supports.
- Talk about the need for a behavior support plan what should the focus be?
- Identify the use of or need for Medicaid mental health and medical services.

The information gathered above will be reviewed for other members of the Family Care Team at the meeting or shared with Team members to review prior to the meeting.

 Questions may be asked of the youth and family to better clarify information for members of the Family Care Team.

The youth and family will be asked to share their expertise, give input, ask questions, and make decisions regarding services and supports being proposed.

- Verify that needs identified through the assessment/evaluation process are accurate
  - Encourage youth and family to review assessment reports prior to meeting.
- Make recommendations for any health/safety interventions and contingency plans.
- Share strengths and preferences for life domains so these can be taken into account as the Team discusses and proposes components of the plan to address needs within domains.
- Share important issues that should be addressed through service provision and share ideas for how team members can work together to assist in meeting goals.
- Share expertise to help define and develop a behavior support plan to support the youth and identify supports that would be helpful to bolster support for the family.
- Give input into what services would be most beneficial to the plan's success waiver, mental health, and medical services.

The youth and family as well as support persons identified by the family are encouraged to share pertinent information and give their ideas and opinions about proposals being made.

The youth and family and their support persons should be **encouraged to ASK QUESTIONS** if they are unclear as to what is being discussed or proposed. They have decision making authority to the extent they feel comfortable – the Family Care Team is there to give them the best information upon which to make their decisions.

The legal age youth or legally authorized person for an underage youth is asked to read and initial five statements before signing the ISP document.

 They should be encouraged to ask questions or request additional information to ensure that all the statements are true and correct.

The youth and family must feel positive and support the plan that is being developed.

## WHAT SUPPORTS CAN BE PROVIDED TO MAKE THE PLAN DEVELOPMENT PROCESS A POSITIVE EXPERIENCE FOR THE YOUTH AND FAMILY?

- Their level of comfort in the process is VERY IMPORTANT.
- Independence should be supported at their comfort level with the goal being to increase their independence as future plans are developed.

## Additional information that can be shared following approval of the Individual Service Plan:

They will receive a copy of the final approved Individual Service Plan.

As the plan is being implemented, service providers identified through the ISP will share their plans for how services will be provided.

• The youth and family will be asked to review those plans to make sure the proposed schedules fit the needs of their family.

The youth and family as well as their support persons will have the opportunity to review proposed service provision and what their roles will be from the identified service providers.

As service provision continues, the youth and family will be asked for their input and feedback on how the services are addressing their needs.

• They should be encouraged to discuss concerns with the individual service providers and/or the Family Care Coordinator.